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MINUTES

MEDICAL STAFF CAREER SERVICE BOARD
Wednesday, 25 February 1960

Present: C/MS - Chairman Dr. Tietjen
C/OD - Voting Member Dr. [REDACTED]
C/PS - Voting Member Dr. [REDACTED]
C/CD - Voting Member Dr. [REDACTED]
C/SD - Executive Secretary Mr. [REDACTED]
Secretary to C/MS - Recording Secretary . . Miss [REDACTED]

25X1A9a

1. Minutes of Previous Meetings

a. The Minutes of the Medical Staff Career Service Board Meetings of 27 January 1960 and 10 February 1960 were approved by the Members without comment.

b. The Executive Secretary announced that, as a result of the Meeting of 10 February, the supervisors of the following personnel have been informed of their eligibility for promotion and their comments elicited: [REDACTED]

25X1A9a

c. As follow-up information to the Meeting of 27 January 1960, C/OD stated the 5 per cent quota of personnel in training has been discontinued as Agency policy. A CIA Regulation to this effect will be published in the near future.

2. Career Staff Application

The Career Staff Application of [REDACTED] GS-8, Medical Technician, was approved by the Members for forwarding to the CIA Selection Board as a Type "A" case.

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3. Review of Fitness Reports

Fitness Reports on the following personnel are available for the review of the Members:

25X1A9a

[REDACTED] GS-13, Medical Officer
[REDACTED] GS-13, Psychologist (Clinical)

4. Periodic Step Increases

The following personnel will receive Periodic Step Increases in the near future:

25X1A9a

[REDACTED], GS-6, Secretary-Stenographer
[REDACTED] GS-5, Secretary-Stenographer

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5. Assignments

25X1A9a a. Medical Service Officer (Chief Technician), GS-10, Clinical Division. At the Meeting of 27 January 1960, the Executive Secretary recommended the assignment of [REDACTED] to the position of Chief Technician. At that time, C/CD requested deferment so that he could consider this recommendation further. C/CD quoted from a Fitness Report which reflected a weakness on the part of Mr. [REDACTED] as a supervisor because of his reluctance to give orders to those serving under him. Since leadership is a strong qualification for this position, C/CD still does not feel Mr. [REDACTED] would be the best candidate but is willing to accept the Board's recommendation. In view of this discussion, C/MS announced he would take this assignment under advisement.

25X1A9a b. Medical Service Officer (Training Liaison Officer), GS-11, Operations Division. The Executive Secretary announced [REDACTED] 25X1A9a [REDACTED] has been assigned to the position of Administrative Officer, OD, replacing [REDACTED], and vacating the position of Training Liaison Officer. The Executive Secretary recommended the assignment of [REDACTED] GS-11, Medical Service Officer, who will return to Headquarters in July 1960 from assignment to [REDACTED], to this position. The Board Members concurred in this assignment. 25X1A6a

25X1A9a c. Medical Service Officer (Registrar), GS-12, Support Division. [REDACTED] the incumbent of this position, will transfer from CIA to the Department of the Air Force sometime between 11 and 18 March 1960, the precise date not known at this time. The Executive Secretary recommended the assignment of [REDACTED] GS-11, Personnel Officer, to the position of Registrar, SD. The following candidates were also considered for the assignment: [REDACTED] 25X1A9a [REDACTED] However, the Board Members were unanimous in their endorsement of Mr. [REDACTED] for the assignment. 25X1A9a

MS/mam

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